



Development and Permitting Guide for Cheatham County



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The Guide is a general road map to constructing a residential, commercial or industrial building within Cheatham County. Specific requirements, reviews, permits, inspections and fees are the responsibility of the property owner or developer working with the proper government entity. The Guide does not cover every permit or building amenity, but provides a convenient checklist and reference directory for construction and development in Cheatham County.

There is a development and adequate facility fee paid at the Cheatham County Building Commissioners office for all residential development. In addition there will be a permit fee for the County and/or City adequate facility fee for Kingston Springs, Pegram and Pleasant View. Please access the following websites for specific information relative to development location:

Cheatham County: <http://www.cheathamcountyttn.gov> Department – Building Commissioner
Ashland City: <http://www.ashlandcity.net> City Depts. – Building & Codes
Pleasant View: <http://www.townofpleasantview.com> Department – Building Commissioner
Pegram: <http://www.pegram.net> - Forms and Permits
Kingston Springs: <http://www.kingstonsprings.net> - Codes Department

All parcels of land within Cheatham County, including the incorporated municipalities of Ashland City, Kingston Springs, Pegram, and Pleasant View adopted land use regulations including zoning, subdivision plat and site plan approval processes, and building codes regulations involving new construction, expansions and renovation.

In addition, the Cheatham County Joint Economic and Community Development Board (JECD) through its Executive Director works with various boards such as: Industrial, Water, Waste Water, as well as State and Federal level organizations and boards, to promote development opportunities in Cheatham County. Interested parties should contact Executive Director James Fenton at (615) 792-2379, to facilitate Commercial or Industrial development.

It is required that a development representative meet with the Community Planner for a **concept** meeting to discuss timelines, specific building requirements and development options early in the site selection or building process. The local building official can arrange the meeting with the Community Planning Office and/or you may call (615) 792-1255 to begin the process of “concept review”.

During the meeting a consensus will be reached on the following points:

<ul style="list-style-type: none"> ▪ Proposed Project Scope & Design ▪ Growth Plan Compatibility Review ▪ Zoning District Review ▪ Flood Plain Review ▪ Environmental Review ▪ Cultural/Historic Review ▪ Outside Permit Requirements (Army Corps of Engineers, NPDES, etc.) ▪ Infrastructure Needs Assessment ▪ Transportation Impact & Design ▪ Engineering Requirements 	<ul style="list-style-type: none"> ▪ Change Requests ▪ Plan Submittal Process ▪ Plan Review Process ▪ Plan Review Timeline ▪ General Contractor Requirements ▪ Sub-Contractor Requirements ▪ Performance Bonds ▪ Permitting Process ▪ Permitting Timeline ▪ Inspection Process ▪ Final Inspection/Certificate of Occupancy
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DEVELOPMENT CONTACTS IN CHEATHAM COUNTY

The following is a listing of primary contact persons in each of the five local governments in Cheatham County:

Cheatham County Joint Economic & Community Development:

Cheatham County Community Planner (Zoning inquiries for Municipalities and the County)

Office Hours: Monday – Friday 8:00 - 4:00

Cheatham County - Community Planner

Sharon Caton, M.S., CPI, AICP

199 Court St. Suite 100

Ashland City, Tennessee 37015

Phone: (615) 792-1255 Fax: (615) 792-8872

sharon.caton@cheathamcountyttn.gov

Staff:

Amber Greco – Planning Technician Level II

E-mail: amber.greco@cheathamcountyttn.gov

Rachael Davis – Planning Technician Level I

E-mail: rachael.davis@cheathamcountyttn.gov

To explore development opportunities in Cheatham County contact:

James Fenton, Executive Director

100 Public Square

Ashland City, Tennessee 37015

Phone: 615-792-2379 or 615-418-1535 Fax: 615-792-8872

james.fenton@cheathamcountyttn.gov

<http://www.cheathamcountyttn.gov/economicdevelopment.htm>

Building inspectors and Codes Enforcement:

Cheatham County (unincorporated)

Office Hours: Monday thru Friday 8:00 - 4:00 – Closed for lunch 12:30 P.M. to 1:30 P.M.

Mike Armstrong – Director of the Building Dept. & Flood Plain Administrator

E-mail: mike.armstrong@cheathamcountyttn.gov

264 S. Main Street, Suite 102

Ashland City, TN 37015

R.D. Huffines, Building Commissioner

e-mail: rd.huffines@cheathamcountyttn.gov

Phone: (615) 792-7915 Fax: (615) 792-2040

Kathy Reed - Assistant Building Commissioner

E-mail: kathy.reed@cheathamcountyttn.gov

Mary Archey – Administrative Assist.

E-mail: mary.archey@cheathamcountyttn.gov

Ashland City

Office Hours Monday thru Friday 8:00 - 4:00

Michael Armstrong, Building & Codes Official

E-mail: ashlandcitycodes@bellsouth.net

P.O. Box 36

Ashland City, TN 37015

(615) 792-4211 x 228 Fax (615) 792-7100

Franklin Wilkinson Building & Codes, Inspector

E-mail: fwilkinson@ashlandcity.net

(615) 792-4211 x 236 Fax (615) 792-7100

Kingston Springs

Office Hours Monday, Wednesday and Thursday 8:00 – 4:00

Phil Buma, Building Official

E-mail: kscodes@comcast.net

1008 Civic Court

P.O. Box 256

Kingston Springs, TN 37082

Phone: (615) 952-2110 - Ext. 24 Fax (615) 952-2397

Pegram

Office Hours Tuesday and Friday 8:00 – 4:00 – Closed for lunch 12:00 P.M. to 1:00 P.M.

Phil Buma Building/Codes Enforcer

E-mail: pegramcodes@comcast.net

308 Hwy 70 East

P.O. Box 249

Pegram, TN 37143

Phone: (615) 646-0731 Fax (615) 646-6869

Pleasant View

Office Hours Monday thru Friday 8:00 to 4:30

Mike Gupton, Building Commissioner

E-mail bldgcomm@bellsouth.net

6365 Highway 41-A

P.O. Box 127

Pleasant View, TN 37146

Phone: (615) 746-0600 Fax (615) 746-0699

UTILITY PROVIDERS IN CHEATHAM COUNTY

To locate lines for water, electrical and/or sewer prior to digging contact:

Phone 1-836-637-7661

Water/Sewer

Ashland City Water and Sewer

City Hall

101 Court St.

P.O. Box 36

Ashland City, TN 37015.

Phone: (615) 792-4211.

A \$50 non-refundable service fee is required.

Pleasant View Utility District

6589 U.S. 41A North

P.O. Box 129,

Pleasant View, TN 37146

Phone: (615) 746-5315.

A \$30 non-refundable residential connection fee is required.

Second South Cheatham Utility

505 Valley Drive

P.O. Box 6

Kingston Springs, TN

Phone: (615) 952-3094

A \$40 non-refundable service fee.

East Montgomery Utility District

4211 Highway 12 N

Ashland City, TN 37015.

Phone: (615) 307-3255

A \$50 non-refundable connection fee is charged to all customers.

River Road Utility District

2201 River Road

Ashland City, TN 37015.

Phone: (615) 792-4603.

A \$100 non-refundable service connection fee or reconnection fee of \$15 is charged.

Metro Water & Sewer

1700 Third Ave. N.

Nashville, TN

Phone: (615) 862-4600

There is a \$25 non-refundable residential customer connection charge.

Harpeth Valley Utility District

5910 River Road

P.O. Box 210319

Nashville, TN 37221

Phone: (615) 352-7076

There is a \$25 non-refundable turn-on charge.

Electricity (including Permit information)

All electrical permist (unless your service is thru Dickson Electirc) are applied for at:

Ashland City Utility District Office

Inspector is Duane Baird (contact for inspections at 792-5376 on Tuesday and Thursday 7:00 A.M. to 8:00 A.M.)

101 Court St.

Ashland City, TN 37015

Phone (615) 792-4211 Ext. 1

Cumberland Electric Membership Corporation

315 N. Main St.

P.O. Box 295

Ashland City, TN 37015

Phone: 792-5651.

Residential deposits vary according to credit history with minimum deposit \$150

Commercial deposits no less than \$250

Dickson Electric System

Inspector is Doug Turnbull

236 Cowan Road

P.O. Box 627

Dickson, TN 37056

Phone: (615) 446-9051.

Deposit varies with credit history, with a \$75 minimum \$150 maximum for residential.

Commercial deposit equal to one and a half times monthly bill.

Nashville Electric Service

1214 Church St.

Nashville, TN

Phone: (615) 736-6900

Deposit is \$150 for gas heat and \$180 for electric heat for residential customers.

Commercial deposits depend on address.

Natural Gas

Nashville Gas Company

665 Mainstream Drive
Nashville, TN
Phone: (615) 734-0734

Clarksville Gas Co

2215 Madison St.
Clarksville, TN 37043
Phone (931) 645-7400

SEPTIC SYSTEM

Office Hours Monday thru Friday 7:30 – 4:00

Tennessee Department of Environment and Conservation

Groundwater Protection Division
Stanley Fish, CHEATHAM COUNTY Sub-Surface (Septic Tank) Inspector
Phone: (615) 792-4857

FIRE PROTECTION REVIEW

Tennessee State Fire Codes Enforcement – Inspection Information

Inspectors for Ashland City:

Chuck Walker (Commercial) – (615) 792-4211 Ext. 230 Fax (615) 792-7100
Brian Biggs (Residential) – (615) 792-4211 Ext. 230 Fax (615) 792-7100

Inspector for Pleasant View, Pegram, Kingston Springs and the County:

P.J. Duncan – (515) 746-9404

This section employs Deputy State Fire Marshals, that serve as Code Enforcement professionals that are responsible for enforcing State adopted fire and building codes in specific occupancies that are newly constructed, as well as conducting annual inspections for compliance in several occupancy types. (A list is provided below.) Complaint investigation in all occupancies is also a major responsibility. Blasting complaint investigation, storage of explosive materials, Class B (display) fireworks, Class C (common fireworks), Class I and Class II LP Gas facilities are other areas of responsibility. Each State Fire Marshal is certified by a national organization such as NFPA or ICC, and the State of Tennessee. Listed below are the categories and types of facilities that are required to be inspected by this office:

New Construction

- Places of Assembly (with an occupant load over 300 in non-exempt areas)
- Hotels, Motels, Apartments and Condominiums (two-story with twelve units or more in non-exempt areas)
- Business Occupancy (three story or more in non-exempt areas)
- High Hazard Industrial (non-exempt areas)
- Day Care (all areas)
- Schools, Public and Private (all areas)
- Prisons
- Jails (non-exempt areas)
- LP Gas (class I and class II)

Existing Buildings

- Schools, Public and Private
- Day Care Centers
- Group Day Care Homes
- Prisons
- Mental Health Facilities (some types)
- Class C (common) Fireworks

Complaints

- All Buildings (when written complaints are submitted with specific violation allegations)
- Blasting
- Storage of Blasting Materials
- Class B (display) Fireworks Incidents
- Fire That Occur in Buildings Regulated by This Section

Contact Information:

Central Office, Nashville

Phone: (615) 741-7190 Fax: (615) 253-3267

Tennessee State Fire Marshal's Office

Code Enforcement Section
500 James Robertson Parkway
3rd Floor, Davy Crockett Tower
Nashville, TN 37243-1162

Director of Codes Enforcement - Randy Safer

- Assistant Director - Al Hancock
- Field Inspector Manager - Frank Hutchison
- Middle Regional Supervisor - Richard Depenhardt

CHEATHAM COUNTY Fire Plan Review & Inspection Services:

Tennessee State Fire Marshal's Office (see above)

County (Unincorporated)**Edwin Hogan, Cheatham Co. Fire Chief**

E-mail: Edwin.hogan@cheathamcountytn.gov

Office Hours: Monday thru Friday 8:00 – 4:00

100 Public Square, Suite 90

Ashland City, TN 37015

Phone: (615) 792-3443

Ashland City**Chuck Walker, Fire Chief**

Email: chief151@bellsouth.net

Ashland City Fire Department

PO Box 36 / 101 Court Street

Ashland City, TN 37015

Phone: **(615) 792-4211 Ext: 230**

Kingston Springs

Eugene Ivey: Fire Chief

KSfireofficers@aol.com

P.O. Box 256

Kingston Springs, TN 37082

Phone: (615) 952-9965 ext.19

City of Pegram**Brent Stuart, Fire Chief**

308 Highway 70

P.O. Box 249

Pegram, Tennessee 37143

Phone: (615) 646-6800

City of Pleasant View
Shane Ray, Fire Chief
P.J. Duncan, Fire Marshal
E-mail: chiefpvfd2@aol.com
Pleasant View Fire Department
P.O. 336
Pleasant View, TN 37146
Phone: (615) 746-8528

OTHER AGENCIES

Tennessee Department of Transportation (TDOT)

Region 3 District 33 Maintenance Office: Cheatham County, Ashland City, Kingston Springs, Pegram and Pleasant View
District Maintenance Supervisor: Will Oliver
Assistants: Wayne Austin, Raymond Bugg

Local Inspector and maintenance : Les Stuart (615) 792-5177
1920 Wilma Rudolph Blvd.
Clarksville, TN 37040
Phone: (931) 648-5570 Fax: (931) 572-1642

Tennessee Department of Transportation

Public Hearing Information: <http://www.tdot.state.tn.us/public/>

Driveway Permits:

(Ingress/Egress on **State** Roadways, Road Access/Improvements, etc.)

Region 3 Office

6601 Centennial Blvd.
Nashville, TN 37243-0360
Phone: (615) 350-4300 or (931) 648-5570 Fax (931) 572-1642

(Ingress/Egress on **County** Roadways, Road Access/Improvements, etc.)

Cheatham County Hwy. Dept.

Road Superintendent: Jerry Carney

1037 Thompson Rd.

Ashland City, TN 37015

Phone (615) 792-4240 Fax (615) 792-2049

(Ingress/Egress **Ashland City** Roadways, Road Access/improvements, etc.)

Chris Cherry – Public Works Dept.

Phone: (615) 792-7553 Fax (615) 792-1464

(Ingress/Egress **Pleasant View** Roadways, Road Access/improvements, etc.)

Mike Gup-ton – Pleasant View Building Inspector

Phone (615) 746-0600 Ext. 103 Fax (615) 746-0699

(Ingress/Egress on **Pegram and Kingston Springs** Roadways, Road Access/Improvements, etc.)

Phil Buma – Pegram and Kingston Springs Building Inspector

Pegram phone: (615) 646-0731 Fax (615) 646-6869 – Tuesday and Friday

Kingston Spring phone: (615) 952-2110 Ext. 24 Fax (615) 952-2397 – Monday, Wednesday and Thursday

Tennessee Department of Environment and Conservation (TDEC) – water wells and soil disturbance activity

Commissioner – Jim Fyke Deputy Commissioner – Paul Sloar

L&C Annex, 1st Floor

401 Church Street

Nashville, TN 37243

Phone: (615) 532-0109

E-mail: <http://www.state.tn.us/environment/permits/>

Link for water wells: http://tennessee.gov/environment/permits/flowcharts/water_WaterWellsLic/index.shtml

Tennessee Department of Health and Environment (food)

Phillip Weakley, Food Service, Food Preparation Facilities Inspector

Call Cheatham County Health Department

Phone: (931) 380-2527

Mobile Manufactured Homes (stamped green tag)

Inspections shared by State and Local Inspectors. Contact for the State is as follows:

E-mail: <http://tennessee.gov/commerce/sfm/manufactHouse.html>

Tennessee Inspections and Information:

<http://tennessee.gov/commerce/sfm/manufactHouse.html>

Address: Tennessee Department of Commerce and Insurance

Division of Fire Prevention
Manufactured Housing Section
500 James Robertson Parkway - 3rd Floor
Nashville, Tennessee 37243-1162

Phone: 615-741-7192 Fax: 615-741-9388

Modular Homes (stamped red tag) engineered foundation

Inspections shared by State and Local Inspectors. Contact for the state is same as above.

<u>CHEATHAM COUNTY</u>	Cheatham County Bldg/Codes Enforcemt.	Planning Dept.	A.C. Fire Marshall	State Environ &Septic	Water/ Sewer >>	Electrical >>	Natural Gas Co. >>	TDEC Wells & (Land Activity)	TN. Dept. of Health & Environ (Food)	TDOT State Hwy. Dept	CC Hwy. Dept.
Land Use and Zoning											
Compatibility of Land Use	*										
Re-zoning Requests	*										
Plan Review											
Concept Review		*									
Site/Plat Plan Review		*									
Grading/Land Disturb. Permit	*							*			
Bldg Plan Review, Fees & Permits`	*										
Sewer Plan Review/Permit					*						
Road Access, Curb Cuts										*	*
Utilities											
Electrical Requirements						*					
Water/Water Line Extension					*						
Sewer/Sewer Line Extension					*						
Septic Tank Permits				*							
Inspections											
Building (footing, foundation, dry-in, framing)	*										
Plumbing	*										
Mechanical	*					*					
Gas							*				
Water					*						
Sewer					*						
Electrical						*					
Fire/Safety	*		*								
Building, Final Approval	*										
Other Actions											
Food Preparation/Service									*		
Sign Permit	*										
Street Address	*										

>> Reference specified category in above document to obtain contact information.

Ashland City	A.C. Bldg./Codes Enforcemt.	Planning Dept.	A.C. Fire Marshall	State Environ & Septic	A.C. Water/ Sewer	A.C. Electrical	TDEC Wells & (Land Activity)	TN Dept. of Health & Environ (Food)	TDOT State Hwy. Dept.	A.C. City Roads Bldg. Inspector
Land Use and Zoning										
Compatibility of Land Use	*									
Re-zoning Requests	*									
Plan Review										
Concept Review		*								
Site/Plat Plan Review		*								
Grading/Land Disturb. Permit	*						*			
Bldg Plan Review, Fees & Permits	*									
Sewer Plan Review/Permit					*					
Road Access, Curb Cuts									*	*
Utilities										
Electrical Requirements						*				
Water/Water Line Extension					*					
Sewer/Sewer Line Extension					*					
Septic Tank Permits				*						
Inspections										
Building (footing, foundation, dry-in, framing)	*									
Plumbing	*									
Mechanical	*					*				
Gas										
Water					*					
Sewer					*					
Electrical						*				
Fire/Safety	*		*							
Building, Final Approval	*									
Other Actions										
Food Preparation/Food Service								*		
Sign Permit	*									
Street Address	*									

City of Kingston Springs	K.S. Bldg/ Codes Enforcemnt.	Planning Dept.	K.S. Fire Marshall	State Environ & Septic	Water/Sewer >>	Electrical >>	Natural Gas Co.	TDEC Wells & (Land Activity)	TN Dept. of Health and Environ (Food)	TDOT State Hwy. Dept.	K.S. City Roads Bldg. Inspector
Land Use and Zoning											
Compatibility of Land Use	*										
Re-zoning Requests	*										
Plan Review											
Concept Review											
Site/Plat Plan Reviewl		*									
Grading/LandDisturb.	*							*			
BldingPlan Review,Fees & Permit	*										
Sewer Plan/Review/Permit					*						
Road Access, Curb Cuts										*	*
Utilities											
Electrical Requirements						*					
Water/Water Line Ext.					*						
Sewer/Sewer Line Ext.					*						
Septic Tank Permits				*							
Inspections											
Building (footing, foundation, dry-in, framing)	*										
Plumbing	*										
Mechanical	*					*					
Gas							*				
Water					*						
Sewer					*						
Electrical						*					
Fire/Safety	*		*								
Building, Final Approval	*										
Other Actions											
Food Preparation Service									*		
Sign Permit	*										
Street Address	*										

>> Reference specified category in above document to obtain contact information.

<u>CITY OF PEGRAM</u>	PEGRAM Bldg./Codes Enforcemt.	Planning Fire Marshall	State Environ & Septic	Water/Sewer >>	Electrical >>	Natural Gas Co.	TDEC Wells & (Land Activity	TN Dept. of Health & Environ (Food)	TDOT State Hwy. Dept.	Pegram City Roads Bldg. Inspector
Land Use and Zoning										
Compatibility of Land Use	*									
Re-zoning Requests	*									
Plan Review										
Concept Review		*								
Site Plan Approval		*								
Grading/Land Disturb Permit	*						*			
Bldg Plan Review, Fees & Permits	*									
Sewer Plan Review/Permit				*						
Road Access, Curb Cuts									*	*
Utilities										
Electrical Requirements					*					
Water/Water Line Extension				*						
Sewer/Sewer Line Ext.				*						
Septic Tank Permits			*							
Inspections										
Building (footing, foundation, dry-in, framing)	*									
Plumbing	*									
Mechanical	*				*					
Gas						*				
Water				*						
Sewer				*						
Electrical					*					
Fire/Safety	*	*								
Building, Final Approval	*									
Other Actions										
Food Preparation/Food Service								*		
Sign Permit	*									
Street Address	*									

>> Reference specified category in above document to obtain contact information.

CITY OF PLEASANT VIEW	P.V. Bldg./Codes Enforcemt.	Planning Dept.	P.V. Fire Marshall	State Environ & Septic	Water/Sewer >>	Electrical >>	Natural Gas Co. >>	TDEC Wells & (land Activity)	TN Dept. of Health and Environ (Food)	TDOT State Hwy. Dept.	P.V. City Roads Bldg. Inspector
Land Use and Zoning											
Compatibility of Land Use	*										
Re-zoning Requests	*										
Plan Review											
Concept Review		*									
Site/Plat Plan Review		*									
Grading/Land Disturb. Permit	*								*		
Bldg-Review, Fees & Permits	*										
Sewer Plan Review/Permit					*						
Road Access, Curb Cuts										*	*
Utilities											
Electrical Requirements						*					
Water/Water Line Ext.											
Sewer/Sewer Line Ext.					*						
Septic Tank Permits				*							
Inspections											
Building (footing, foundation, dry-in, framing)	*										
Plumbing	*										
Mechanical	*					*					
Gas							*				
Water					*						
Sewer											
Electrical	*						*				
Fire/Safety			*								
Building, Final Approval	*										
Other Actions											
Food Preparation/Food Service									*		
Sign Permit	*										
Street Address	*										

>> Reference specified category in above document to obtain contact information.